

**MINUTES OF MEETING  
GRAND HAVEN  
COMMUNITY DEVELOPMENT DISTRICT**

A Community Workshop of the Grand Haven Community Development District's Board of Supervisors was held on Thursday, October 5, 2017, immediately following the Continued Public Hearing and Meeting at 10:00 a.m., at the Grand Haven Village Center, Grand Haven Room, 2001 Waterside Parkway, Palm Coast, Florida 32137.

**Present at the meeting were:**

Dr. Stephen Davidson	Chair
Peter Chiodo	Vice Chair
Marie Gaeta	Assistant Secretary
Tom Lawrence	Assistant Secretary
Ray Smith ( <i>via telephone</i> )	Assistant Secretary

**Also present were:**

Howard McGaffney	District Manager
Scott Clark	District Counsel
Barry Kloptosky	Operations Manager
Robert Ross	Vesta/AMG
Ashley Higgins	Grand Haven CDD Office
Tom Scott	Resident
Residents	

**FIRST ORDER OF BUSINESS**

**CALL TO ORDER/ROLL CALL**

Mr. McGaffney called the workshop to order at 12:22 p.m. Supervisors Davidson, Chiodo, Gaeta and Smith were present, in person. Supervisor Lawrence was attending via telephone.

**SECOND ORDER OF BUSINESS**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited at the beginning of the Continued Meeting, held prior to this Workshop.

**THIRD ORDER OF BUSINESS**

**MODIFICATIONS TO AGENDA**

There were no modifications to the agenda.

**FOURTH ORDER OF BUSINESS**

**CONSULTANTS, GUEST REPORTS & PRESENTATIONS**

There being no reports or presentations, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**DISCUSSION ITEMS**

**A. Hurricane Irma Recovery**

Supervisor Davidson stated that the stormwater system, communications and power were the main issues related to Hurricane.

Mr. Kloptosky discussed the before, during and after procedures for storm emergencies, including meeting and speaking with all employees and contractors prior to the storm, following the Storm Protocol List and possibly emailing it to residents prior to a storm.

Mr. Kloptosky felt that the recovery process following Hurricane Irma went extremely well. There was a lot less confusion than in the past because residents were more understanding of the process. Status emails were clear about the debris pick up process. 4C's Trucking and Excavation (4C's) arrived within 24 hours following the hurricane and began clearing debris from the roads; residents were pleased with 4C's performance. Mr. Kloptosky had no communication issues. 4C's was processing invoices and they should be received soon.

Supervisor Davidson stated that the cumulative total for Hurricane Matthew clean up was \$429,000; the District had \$500,000 budgeted for disaster recovery.

Supervisor Davidson stated that comments on NextDoor Grand Haven questioned why the CDD did not drain the ponds in preparation for Hurricane Irma, as Supervisor Lawrence did when he was the Operations Manager. Other misunderstandings about the stormwater system were also posted. Each year, when hurricane season approaches, a public meeting should be held with various departments presenting their storm protocol, preparation, post-storm recovery process, how the stormwater system operates, etc. This might allay misunderstandings and rumors in the community. Supervisor Gaeta stated that the next Community Information Guide should include information about storms and hurricanes. Due to the high resident turnover rate in the CDD, Supervisor Davidson suggested holding an information session for residents. In response to a question, Supervisor Davidson concurred that an informational email should be sent to residents prior to the storm.

- Stormwater System

During a slide presentation of the District's stormwater system, Supervisor Davidson reviewed a map of the stormwater system and discussed the purpose, design, function, maintenance, responsible entity, issues and possible proactive measures.

Mr. Kloptosky stated that the recent storm was no different from previous storms, with regard to drainage. He monitors all of the drainage in the District and he, along with Aquatic Systems, Inc. (ASI), visited the Wild Oaks area of concern. The concern was about drainage off the control structure on Pond 40. Drainage was not impeded and flowed very rapidly, through and around vegetation, to the proper location. Even if vegetation were removed, there would still be a water backup and the bridge and coquina path would flood, as the level of Tract H was causing the backup, it was not caused by vegetation impeding water flow. In Tract H, water is rising above the level that it should. Once it rises higher than the bridge it starts backing up causing the ponds to rise and creating backflow. Mr. Kloptosky concluded that the Wild Oaks drainage system performed the drainage function exactly the way it was designed.

Discussion ensued regarding whether the Wild Oaks area in question was designed or built properly by the developer and if the District could repair the area. Mr. Clark advised to seek permission from the St. Johns River Water Management District (SJRWMD) first. Discussion of the Wild Oaks area continued.

Mr. Tom Scott, a resident, did not dispute Mr. Kloptosky's opinion but went on to discuss issues with drainage in Wild Oaks and voiced his opinion that cleaning the weir and lowering the elevation of Tract H would help water flow down, even in a high water situation. Mr. Scott obtained the design specification of the weir and the elevation drawings and stated that water flowed but was not flowing how it was designed. Mr. Scott continued discussing drainage in Wild Oaks and wanted to know if the CDD was responsible for cleaning the weir, as he felt that it would directly impact the water levels in Ponds L, J and K, also known as Ponds 38, 39 and 40, respectively. Which entity is responsible for Tract H must be determined.

Supervisor Davidson stated that a meeting with the Mayor, City Manager, Stormwater Engineer, himself and Mr. Kloptosky would be scheduled to determine which entity has responsibility for the various areas, which entity is the permit holder, who can operate in the areas, etc. Mr. Kloptosky had not received a letter from SJRWMD regarding their site visit but anticipated receiving one. The area was the same from the beginning and Mr. Kloptosky thought that it was a Developer oversight. Mr. Clark stated that Pond K was on the noncompliance list in the original 2008 letter. Supervisor Davidson recalled that the areas were evaluated and the

SJRWMD struck several items from the noncompliance list. Mr. Clark stated that he would retrieve all of the correspondence related to the site.

➤ Communications

Supervisor Davidson recalled that the plan was for the District to become self-reliant and be less reliant on the City's and/or County's communication systems during and following emergencies. The County had the same communication issues during and following Hurricane Irma that it did with Hurricane Matthew.

Supervisor Davidson discussed acquiring a repeater and antenna for radio communication, testing the communication system, the type of radios needed, cost, items funded by the Community Emergency Response Team (CERT) program and reprogramming the repeater. The donated antenna needed about \$200 in repairs and maintenance. The donated repeater was eight to ten years old but a new repeater would cost approximately \$5,000; therefore, for approximately \$5,200, the District could have a good antenna and a new repeater. Since the CERT program purchased four radios, the District would only need to purchase 12, at \$35 each, which would bring the overall total to \$5,600.20 to make the District self-sufficient, in terms of communication. The General Mobile Radio Service (GMRS) license would be \$70 per individual and valid for ten years and were not transferrable. The CERT members always paid for their own licenses. The cost for 16 licenses would be \$1,120.

Supervisor Davidson stated that Mr. Kloptosky advised that there would be an issue with hourly employees being issued a radio because, if the radio was used after hours or the person was on-call, it could result in overtime. Supervisor Davidson stated that the intent was for the radios to be used when communication services are out, including cell phones and internet, while the employee worked their normal hours, on the premises; therefore, the radios could be distributed each morning and returned at the end of the workday, to avoid potential overtime issues. Supervisor Lawrence felt that the radios could be distributed to employees only when needed, as it would be cumbersome to distribute and collect them daily. Mr. Clark stated that distributing and collecting the radios daily would alleviate the overtime concern. Mr. Kloptosky asked what would be the advantage of employees having radios, as he had no issues communicating with his employees during the past hurricanes. Supervisor Davidson stated that Mr. Ross was not able to communicate with his staff because his cell phone was not operational. Mr. Kloptosky questioned whom his employees would communicate with if they had radios, as employees should not communicate directly with CERT, Board Members, etc.; all such

communication should be through him. Supervisor Davidson stated that the radios would enable Mr. Kloptosky's employees to communicate with each other and to receive communications from CERT and others. Mr. McGaffney believed that Mr. Kloptosky's employees should operate on a separate channel. Supervisor Davidson stated that would not be possible. Mr. McGaffney stated that issues could arise if people with good intentions start to reach into the day-to-day operations of the District and possibly direct employees to do certain things; Mr. Kloptosky should communicate with his team and Board Members should communicate with the District Manager and Mr. Kloptosky. Supervisor Davidson stated that no one would direct Mr. Kloptosky's employees to do anything; the communications would be to report information. Mr. McGaffney urged the Board to consider the potential, unintended consequences. Mr. Kloptosky stated that, if there was confusion due to so many people talking, it could hinder what he is trying to accomplish.

Supervisor Davidson discussed the operation of the GMRS system and stated that it has controls so that information goes to a designated person and that person disseminates the information. In response to Mr. McGaffney's question, Supervisor Davidson clarified that anyone with a radio would hear all communications but not everyone would be able to respond; the person could only participate in the conversation if they are called into it.

Discussion ensued regarding the following:

- How the radios and system operate
- Communication capabilities for those with radios
- Conducting a demonstration of the radios and system
- Whether it was necessary for all in-house CDD staff to have radios
- Potential Sunshine Law violations if all Board Members use the radio communication system and a Board Member acts on something they heard in the those communications
- Utilizing a different type of radio system for CDD employees to communicate amongst themselves
- Not issuing radios to all Board Members

In response to Supervisor Smith's question, Supervisor Davidson stated that only one unused radio frequency is left in the County or State.

- Backup Power Source

Supervisor Davidson discussed the District's current power system. Supervisor Lawrence suggested asking FPL to link The Village Center to the hospital's power grid, so that The Village Center's power would be restored sooner. Discussion ensued regarding the generator size that would be needed to power the necessary areas of The Village Center and the potential cost of the generator. Mr. Kloptosky would obtain an estimate for a simple, automatic start, propane generator to power the shed.

Supervisor Davidson stated that, given the size of the community and needs of its residents, he was in favor of the community having one facility that had dependable power that could provide hot meals, if necessary, lights, charging stations and other services. There were previous discussions about pursuing funding but several Board Members expressed concern that receiving funds from the County or FEMA could open the District to public use. If the District wanted to remain independent and serve the CDD residents, Supervisor Davidson felt that a generator capable of powering the side of The Village Center plus a tap off for the lights, etc., should be purchased.

Supervisor Davidson favored spending the one-time expenditure of \$25,000 to \$30,000 to install a dependable backup power source. Supervisors Chiodo and Gaeta agreed with Supervisor Davidson.

Supervisor Smith did not object to the radio system, as cost was minimal; however, had a private system been available, he would have opted for it.

Discussion and consideration of the generator and radio system would be placed on the next agenda.

Supervisor Davidson discussed the CERT's "chainsaw team" and asked if the CDD's contractor could remove or assist in removal or cutting of a tree on private property if a person was in danger, or trapped inside the home. Mr. Clark stated, in that situation, the contractor should invoice the work separately. Supervisor Davidson stated that the CERT program should modify the type of work that the "chainsaw team" should perform. Discussion ensued regarding CDD liability if an unauthorized person does something, such as cutting trees following a hurricane, and causes damage or harm. Mr. Clark stated that the District must disassociate itself from those types of actions and should not encourage or accept the actions, or thank the person; however, the District could do little to prevent actions by individuals.

**\*\*\*Mr. McGaffney stated that Supervisor Gaeta left the workshop at approximately 2:00 p.m.\*\*\***

**B. Capital Plans 2018**

This item was not discussed.

**C. Road Resurfacing Project Update**

This item was discussed at the Continued Meeting.

**SIXTH ORDER OF BUSINESS**

**UPDATES: Operations Manager**

This item was discussed at the Continued Meeting.

**SEVENTH ORDER OF BUSINESS**

**UPDATES: District Manager**

**• UPCOMING MEETING/WORKSHOP DATES**

**○ BOARD OF SUPERVISORS MEETING**

- October 19, 2017 at 10:00 A.M.**
- November 2, 2017 at 10:00 A.M.**

The next meetings will be held on October 19 and November 2, 2017 at 10:00 a.m.

**○ COMMUNITY WORKSHOP**

- November 16, 2017 at 10:00 A.M.**

The next workshop will be held on November 30, 2017 at 10:00 a.m., rather than on November 16, 2017.

**EIGHTH ORDER OF BUSINESS**

**OPEN ITEMS**

This item was not discussed.

**NINTH ORDER OF BUSINESS**

**SUPERVISORS' REQUESTS**

There being no Supervisors' requests, the next item followed.

**TENTH ORDER OF BUSINESS**

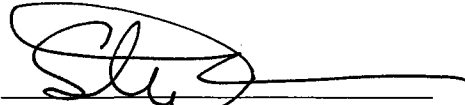
**ADJOURNMENT**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Supervisor Lawrence and seconded by Supervisor Davidson, with all in favor, the workshop adjourned at 2:02 p.m.**



Secretary/Assistant Secretary



Chair/Vice Chair